

May 20, 2011

BULLETIN

TO: ALL STORES AND CONTRACT LIQUOR STORES
FROM: Kimberly Ward, Buying Manager
SUBJECT: Alert Bulletin #062

1656-Captain Morgan 1.75 w/Cola

It has come to our attention that the Cola (both diet & regular) in the Captain Morgan and Cola set (brand code 1656) will expire on June 11, 2011. Please make sure that these are out on your floor so that you will sell through them prior to the expiration date.

After June 11th you may pull out the naked good, sell as the naked good, and discard the remainder of the gift pack. You may give the cola to a licensee or throw it away. They cannot be taken by employees.

In order to maintain inventory accuracy, you will need to:

1) Claim the expired gifts sets in damaged merchandise.

State stores, please process a claim in the damaged merchandise system by doing a LOSS using claim codes "Other." Please put the product description in the note field.

Contract Stores, please use claim code 16 in the CLSRS Damaged merchandise screen and send an email to Merchacct@liq.wa.gov stating which set you claimed. This email is crucial to getting your store getting charged correctly on the listed brand.

2) Do a reverse claim for the listed brand code in damaged merchandise.

State stores, do a GAIN using claim code "other" and please put the product description in the note field.

Contract Liquor Stores; add the "claimed" bottles in your inventory under the listed brand. Merchandise Accounting will do a reverse claim to charge your store for the listed item. (CLS's cannot enter a negative amount in CLSRS).

If you need assistance with entering claims, contact Merchandise accounting at Merchacct@liq.wa.gov.

Please contact your District Manager with any other questions.